

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
SERVICE AREA 4
HOLLYWOOD MENTAL HEALTH CENTER**

TRANSFER OPPORTUNITY

**THIS IS NOT AN OFFICIAL EXAMINATION BULLETIN
RESTRICTED TO LOS ANGELES COUNTY EMPLOYEES ONLY**

Medical Case Worker I or II

The Hollywood Mental Health WELLNESS Center (WC) has an opening for a bilingual Spanish or Armenian-speaking Medical Case Worker I or II (MCW). The MCW will serve adult clients and collaborate with clinical staff to assist the client in achieving his or her recovery-focused treatment goals.

DUTIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- Provide ongoing clinic and field based support for clients. This includes individual and group counseling as well as targeted case management and crisis intervention as needed;
- Collaborate with the client's clinical treatment team to ensure appropriate treatment and update the clinical staff regarding the client's progress in finding and sustaining employment and/or housing;
- Maintain client charts in IBHIS, completing necessary documentation in compliance with Medi-Cal documentation standards;
- Attend Quarterly Wellness Provider meetings as well as weekly team meetings and monthly staff meetings;
- Attend all required DMH trainings; and
- Occasional community outreach and community visits.

DESIRABLE QUALITIES:

- Strong time management skills;
- Experience as an employment or housing specialist;
- Experience working in the field with adult clients;
- Fluency in Spanish or Armenian;
- Ability to be flexible with evolving work duties and challenging client situations;
- Strong interpersonal skills with the ability to work and communicate effectively with other County employees, community agencies and consumer partners.

Individuals currently holding the title of Medical Case Worker I or II are encouraged to submit their resume to the address below. Please submit your resume and Performance Evaluations for the last 2 years.

Email information to:
Brenda Holt
Bholt@dmh.lacounty.gov